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FACSIMILE COVER SHEET

DATE: March 3, 2016

TO:	Deborah Griener La. State Board of Ethics	FROM:	Wendell Clark for James M. Clark
FAX:	225-381-7271	LLF FILE NO:	3500-037

RE:	Attached Advisory Opinion Request by James M. Clark
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Pages including cover sheet:

NOTES:	I will send the org chart attachment by email, as the printed version is illegible. Please call if you have any questions. Thank you.
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If you have any problems receiving this facsimile, please call 225-922-5110.

Wendell Clark

CONFIDENTIAL NOTE: The information contained in this facsimile message is legally privileged and confidential information intended only for the use of individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any error, please immediately notify us by telephone and return the original message to the address above via the United States Postal Service. Thank you.

2016 MAR -3 PM 3:50

RECEIVED

March 3, 2016

Louisiana Ethics Administration Program
P. O. Box 4368
Baton Rouge, LA 70821

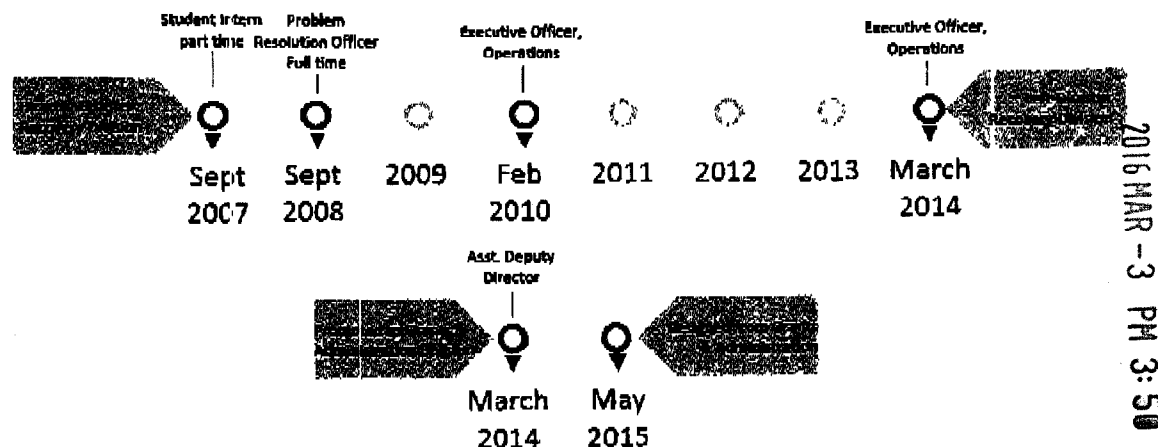
Subject: Request for Advisory Opinion for James M. Clark

To whom it may concern,

Please accept this letter as my formal request for an Advisory Opinion regarding my prior employment with the State through the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) and my proposed pursuit of a contractual relationship to provide services to the State of Louisiana through my present employment with Deloitte and Touché, LLP. I was employed at GOHSEP from September of 2007 to May of 2015 and held a number of different positions during that time. In May of 2015, I resigned from State employment to accept a position with Deloitte and Touché, LLP.

During my employment at GOHSEP, I served in a number of roles across two of the agency's three divisions. Attached, you will find an organizational chart demonstrating the organization's segregation by division. Below is a timeline to demonstrate the roles I performed during my State employment:

GOHSEP Employment Timeline



I am aware of the General Prohibitions in the Louisiana Code of Governmental Ethics, specifically Section K regarding Post Employment. I understand that I am prohibited from providing any services under a contractual relationship with the State for 2 years

after completing my employment with the State, to the extent my State employment involved similar or related services.

When I worked directly with the Disaster Recovery Division, until March 2014, I was engaged in activities similar to those proposed in the Deloitte contract with the State. However, after March of 2014 and until my resignation in May of 2015 I occupied a different supporting role within the agency, in which I was responsible for agency finances and administration of Federal Management Cost that supported agency operations.

Consequently, after March of 2014 I was no longer involved in the administration of recovery grants, grant closeout or management of the technical or programmatic requirements for the Disaster Recovery Division at GOHSEP. By this request, I am seeking an opinion from the Board to confirm that I am not prohibited from working with the Disaster Recovery Division under contract with the State after March of 2016, to provide services as a representative of Deloitte and Touché.

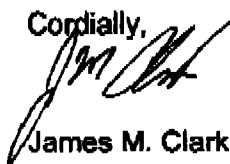
In support of my request I attach the following:

- Position Announcement, Executive Officer, Operations (Feb 2010- March 2014)
- Organizational Chart example (Feb 2012)
- Current resume (to include position timelines and responsibilities)

Please be advised that I have requested additional supporting materials from my former supervisor at GOHSEP, and will supplement my request with copies to you upon receipt.

Thank you for your consideration. I look forward to the Board's response. If you have any additional questions, please contact me at jamesclark5@deloitte.com, 225-252-9836, or by correspondence to my current address, 17746 British Ln, Baton Rouge, LA 70810.

Cordially,



James M. Clark

JAMES CLARK

17746 British Ln, Baton Rouge, LA 70810 | 225-317-3106 | james.clark1234@gmail.com

EDUCATION:

B.S., Construction Management, Louisiana State University
Minors: Business Administration, Technical Sales

August 2008

EXPERIENCE:

Deloitte and Touché, LLP
SENIOR MANAGER, CRISIS MANAGEMENT

New Orleans, Louisiana
May 2015 – Present

GOHSEP
ASSISTANT DEPUTY DIRECTOR, GRANTS & ADMINISTRATION

Baton Rouge, Louisiana
March 2014 – May 2015

- Designated as the Federal Program Manager to approve all Management Cost expenditures for Stafford Act Programs; \$43 million annually
- Manage the processing of \$100 million per month in recovery project payments
- Represent GOHSEP in public hearings before the Joint Legislative Committee on the Budget
- Designed and implemented new cost allocation methods to Federal programs for agency labor, operating expenses, insurance and annual financial audit costs to produce an annual savings of over \$800,000 in State General Fund and comply with OMB circular A-87
- Manage agency contracts for education and outreach, program closeout, technical assistance, software licensing and enhancement and consulting

GOHSEP
EXECUTIVE OFFICER, DISASTER RECOVERY

Baton Rouge, Louisiana
February 2010 – March 2014

- Assisted the Deputy Director in managing the Disaster Recovery Division comprised of over 200 State employees and nearly 100 contract staff
- Participated in the evaluation committee for proposals on 6 different solicitations for consulting, technical assistance, program closeout and education and outreach services
- Collaborated with our management team to design and implement the organizational structure and business processes to administer a \$12 billion recovery program for the State of Louisiana averaging \$1.2 billion in payments per year
- Designated by the Governor of LA as the Alternate State Coordinating Officer for the response and recovery of the following presidential disaster declarations:
 - EM 3322 / DR 4015 Mississippi River Flood, 2011
 - DR 4041 Tropical Storm Lee, 2011
 - EM 3347 / DR 4080 Hurricane Isaac, 2012
 - DR 4102 Severe Storms and Flooding, 2013
- Developed an unprecedented Programmatic Agreement with FEMA, ACHP, SHPO and Indian tribes to expedite the NHPA and NEPA approvals for a \$750 million home

elevation and reconstruction program by programmatically mitigating adverse effects to historically and environmentally sensitive properties

GOHSEP**PROBLEM RESOLUTION OFFICER, DISASTER RECOVERY**

Baton Rouge, Louisiana

October 2008 – February 2010

- Coordinated Preliminary Damage Assessments for four disasters, producing 102 parish declarations
- Represented the State of Louisiana for the Community Disaster Loan Program for Hurricanes Katrina, Rita, Gustav, and Ike
- Supervised the development and implementation of a tracking and tasking system for Recovery Correspondence
- Represented GOHSEP in public hearings before the New Orleans City Council, the Joint Legislative Committee on the Budget and the State Bond Commission

GOHSEP**INTERN, DISASTER RECOVERY**

Baton Rouge, Louisiana

October 2007 – October 2008

United States Army Reserve**NON-COMMISSIONED OFFICER - SERGEANT**

Baton Rouge, Louisiana

January 2001 – January 2009

- Coordinated transportation of troops, supplies, equipment and munitions by rail, sea, air and convoy operations
- Counseled and evaluated performances of my squad members as a non-commissioned officer
- Veteran of Operation Enduring Freedom – served under the 82nd Airborne, 10th Mountain Division, and 101st Airborne Division at Kandahar Airfield in Southern Afghanistan
- Executed missions in the United States, Italy, Afghanistan, and Qatar

HONORS:

- 2x recipient of Army Commendation Medal, Commandant's List graduate of the NCO Academy

References available upon request



BOBBY JINDAL
GOVERNOR

State of Louisiana
Governor's Office of Homeland Security
and
Emergency Preparedness
Internal Announcement

MARK A. COOPER
DIRECTOR

POSITION ANNOUNCEMENT

Closing Date: Thursday February 11, 2010 @ 4:00 P.M.

Please submit your application and required attachments at: www.civilservice.la.gov

Title: Executive Officer, Operations
Section: Disaster Recovery Management
Status: Unclassified State Employee

Primary Responsibilities: The Executive Officer will assist the Deputy Director – Disaster Recovery of the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) with administering the Stafford Act Individual Assistance, Public Assistance, and Hazard Mitigation programs through the federal government as well as State assistance provided through the Interim Emergency Board. The individual is responsible to monitor sections/programs, assesses effectiveness and initiates changes in operational systems and procedures to promote greater efficiency. Prepares comprehensive memoranda and reports on functions of the sections/programs and recommends actions to the Deputy Director – Disaster Recovery. Develops, directs the development of, or reviews current and long-range programs, plans and policies for the office, identify and resolving areas of conflict. Conduct staff meetings and conferences with Section Chiefs to discuss operating problems, organization, budgetary matters, personnel matters, technical problems and the status of programs and projects. Coordinates or directs special projects or reports relating to the Division. Draft responses to inquiries and requests from legislators and auditors. Interfaces with Public Officials to include the Governor's office on matters related to the Public Assistance and Hazard Mitigation Programs. Prepares and reviews correspondence on complex and sensitive matters affecting the Disaster Recovery Division.

Minimum Requirements: Bachelors Degree from regionally accredited University. Eight years of full-time work experience in emergency management may be substituted for the required baccalaureate degree only. Minimum 2 years experience in supervision and management preferred. Working knowledge of the Louisiana Disaster Act of 1993 as amended and current FEMA policies, regulations, and guidelines relating to FEMA Public Assistance and Hazard Mitigation Programs preferred. Open to GOHSEP employees only.

Additional Comments: During times of emergencies, duties include participation in preparation and ongoing support for the State Emergency Response Operations, which may be completely outside of normal, daily duties. Support is required 24/7 for the duration of the event.
Starting Salary Range: \$71,365 – \$91,067

Your attachments to the online application must include the following to be considered:

- 1. Letter of application;**
- 2. Resume incl. professional references;**
- 3. Transcripts, professional licenses (if applicable)**

If you have any questions please call or email:

Andreil Ward
Ph: (225) 388-8288
Email: andreil.ward@la.gov

